

SOLE SOURCE PROCUREMENT REQUEST

Please complete and email to: vip@azdoa.gov

Entire document MUST be completed	
Section 1	
Requesting Agency: Arizona Dept. of Juvenile Corrections	
Vendor: Briggs & Stratton	Estimated Cost: Approx. \$36,000 for 4 institutions
Section 2	
Brief description of materials or services: Small engine training program. Program should include complete course curriculum revolving around Overhead Valve Engines, tools, parts, manuals and instructor training to accomdate a program for a minimum of 20 students per institution. The program should also include one donated engine, a case of single cylinder 4-C repair manuals and related colored overhead projector transparencies.	
Section 3	
Briefly describe why this procurement is Sole Source and why there is only a single source available: Donation program, along with the fact that Briggs and Stratton program can be implemented in our institutions while the youth are residing on our campus. This Briggs & Stratton program is currently being used in many of the High Schools in Arizona, which could be beneficial for youths transitioning from the institutional setting to the public school system.	
Duration of this Sole Source procurement: Five (5) years	
Briefly describe the efforts made to seek other sources: Extensive research on the internet failed to provide another program of this type for high school level education to be used in our facilities.	

Send comments to the following individual:

Requesting Agency Contact Information	
Procurement Officer: Linda T. Conway	
Phone Number: 602-542-6677	Email Address: Lconway@azdjc.gov

State Procurement Website Posting Information	
R2- 7-E301 requires the State Procurement Administrator shall post the request on the State Procurement Office website and invite comments on the Sole Source request for five working days.	
Date Posted:	Date Closed: